

**Minutes
Auditing Committee
April 18, 2013 – 4:00 PM
Rail Road Depot Room
City Hall, Sanford, Florida**

Members Present

Cynthia Lindsay, Director of Finance
Jeff Triplett, Mayor
Bill Elliott

Others Present

Nicole Osburn, Administrative Specialist

Ms. Lindsay called the meeting to order at 4:23 PM.

Selection of Chair

Ms. Lindsay nominated the Mayor as the Chairman of the Committee. All in favor. Motion carried.

Discussion of the Audit RFP

Ms. Lindsay discussed the audit selection process. Ms. Lindsay asked if the committee would like to interview the top three or would they like to wait before making that decision. The committee agreed to wait. Mr. Elliott asked about the RFP schedule. Ms. Lindsay informed the committee that the RFP will be posted for 10 days, and all submissions along with the matrix will be provided to Bill Smith, Purchasing Manager. Ms. Lindsay informed the committee that the new auditors will start in June or July.

Other Discussion

N/A

Public Comment

N/A

Adjournment

There being no further business, the meeting adjourned at 4:32 PM.